Justin Diaz, BSN RN

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Registered Nurse at Ascension

Milwaukee, Wisconsin, United States Hospital & Health Care

Previous positions

Craftsman at Siegfried's Basement LLC

Human Resources Representative at University of Miami Hospital

Education

West Coast University, BSN, Registered Nursing/Registered Nurse

Background

Summary

Everyone starts their journey somewhere with a memory, idea, or goal that has carried them throughout the process. My journey began in the hospital many years ago with a group of caring and devoted nurses who not only brought me back to peak health but supported my family through a difficult situation. Over the years, I have held onto that memory and fostered those values of empathy, diligence, and collaboration that those nurses illustrated. Positivity, ambition, and motivation are key elements in my professional career and they reflect everyday in my ability to care, prioritize, and problems solve critical situations. Today, I welcome any new challenge as an opportunity to continue to learn and grow.

Experience

Registered Nurse

Ascension

February 2020 – Present Milwaukee, Wisconsin

MICU

Registered Nurse

Aurora Health Care

May 2019 – Present(9 months)Milwaukee, Wisconsin

Cardiac Telemetry Unit

Craftsman

Siegfried's Basement LLC

January 2015 – February 2020(5 years 1 month)Miami/Fort Lauderdale Area

SBI is a full service production company at the forefront of the luxury brand, corporate and private event industries.

wearesbi.com

Human Resources Representative

University of Miami Hospital

June 2013 – August 2014(1 year 2 months)1400 NW 12th Ave Miami, FL 33136

Volunteer Services/Human Resources.

Human Resource Function

• Maintains personnel files in compliance with applicable legal requirements.

• Keeps employee records up-to-date by processing employee status changes in timely fashion.

• Prepares paperwork required to verify employment

• Assists Nurse Recruiter with hiring process by performing telephone interviews and reference checks.

• Coordinates health, life and disability insurance enrollments and communicates with service providers concerning routine administration of programs.

Office Administration

• Troubleshoots telephone and voice mail system; handles minor repairs and coordinates repairs with technicians when required.

• Provides training for new and current employees on communication systems, including telephone and voice mail.

• Oversees special events for staff by coordinating committees and schedules, and staying within budget.

Recommendations (1)

Education

West Coast University

BSN, Registered Nursing/Registered Nurse

West Coast University

Projects

Take Your Sons/Daughters to Work Day

May 2014

I was a part of a team that organized and coordinated the Take Your Son/Daughter to Work Day" event. I had spent approximately two months actively participating in meetings, creating certificates, compiling resources, and allocating a DJ for the event. As a result, we had a high number of employees and children participating in the event which resulted in the event being sold out.

Team Members (1): Justin Diaz, BSN RN

Implementation of Microsoft Lync

March 2014

My responsibility was to coordinate with the Gables and Medical IT to begin installation of the software on all HR office computers. In addition, train all HR staff members how to effectively use the software throughout the office. It was a successful project that increased our time spent and management.

Team Members (1): Justin Diaz, BSN RN

Skills & Expertise

Event Planning

Leadership

Sports

Hospitals

Nonprofits

Microsoft Excel

Public Speaking

Microsoft Office

Facebook

Community Outreach

PowerPoint

Research

Non-profits

Teaching

Healthcare

Access

Social Media

Microsoft Word

Social Networking

Certifications

BLS

American Heart Association, License

October 2018 – October 2020

Registered Nurse

Florida State Board of Nursing, License

April 2019 – July 2020

Advanced Cardiac Life Support (ACLS)

American Heart Association, License

January 2020 – January 2022

NIIH

American Heart Association, License

January 2020 – January 2022